

BRA/EDIC EMPLOYMENT OPPORTUNITY		PLEASE POST!!
TITLE: LAW ENFORCEMENT MANAGER	JOB VACANCY POSTING NO:	14-04
EMPLOYMENT STATUS: EDIC	POSTING DATE:	4/14/04
	EXTERNAL DATE:	4/29/04
DEPT/DIV: YOUTH OPPORTUNITY/JCS	POSITION FILLED:	
	DATE:	
	NAME:	

SUMMARY: Under the direction of the Deputy Director for Youth Opportunity, act as liaison to all members of the law enforcement community in their interactions with the Youth Opportunity Grant Area. These include: the Boston Police Department, U.S. Attorney's Office, the Commonwealth's Attorney General, the Department of Youth Services, Department of Probation and other related organizations. Coordinate law enforcement activities to ensure the success of the YO initiative in meeting its objective of increasing the employment rate for 14 to 21 year olds who reside in the targeted communities. Supervise case management staff maintaining a caseload comprised of either incarcerated or adjudicated youth.

Develop and maintain partnerships/relationships with representatives of our partners in the law enforcement community.

Ensure accurate and timely information gathering and dissemination among referring partners and their agents.

Convene and staff a law enforcement council to maintain active participation of our partners; to ensure good communication between the YO and its partners and to strive to reach the goals of the initiative.

Maintain an accurate database of court-involved youth and provide regular updates to our referring agencies on any status changes of the youth in the YO program.

In collaboration with other YO staff and other partners, participate in the development and implementation of an outreach, intake and service strategy ensuring that all eligible youth are served.

Working with our law enforcement partners, develop and provide joint training to YOA staff and other interested parties on youth development, services available for court-involved youth, advocacy and referral.

Perform other related duties as required.

QUALIFICATIONS: Work requires completion of a Bachelors degree in Criminal Justice, Social Work, Public Administration or equivalent; a minimum of 5-7 years related experience; knowledge of the principles of Boston's law enforcement community or equivalent; and knowledge of the provider community. Must have excellent organizational and computer skills. Requires creative problem solving skills and the ability to take initiative.

GRADE: 20

HIRING RANGE: \$49, 296.43-\$59, 280.04

To apply: Submit resume to Human Resources, BRA, 43 Hawkins Street, Boston MA 02114.

E-Mail: hr.bra@ci.Boston.MA.US Fax: 617-918-5458

An Affirmative Action/Equal Opportunity Employer

Auxiliary aids and services are available upon request to individuals with disabilities.

APPLICANTS MUST BE RESIDENTS OF BOSTON ON DATE OF HIRE.